

M E M O R A N D U M

TO: Town Commission
FROM: Howard Tipton, Town Manager
REPORT DATE: April 7, 2024
MEETING DATE: May 6, 2024
SUBJECT: Cancellation of the July Workshop and August Meetings

Recommended Action

Approve the cancellation of the July 2024 Workshop and August 2024 Regular and Workshop Meetings.

Background

The Town Commission adopted the 2024 Town Commission meeting schedule on September 11, 2023. The meeting schedule included monthly Workshop Meetings, Joint Meetings, and Special Meetings. Approval of the following amendments to the adopted meeting schedule is requested:

Pursuant to Article II, Section 13, of the Town Charter (shown below), the Commission has the authority to cancel the July and August Regular Workshop Meetings and the August Regular Meeting.

Article II. Town Commission, Sec 13, Meetings.

Pursuant to Article II, Section 6, of this Charter following each general municipal election, the Town Commission shall meet at the usual place for holding the meeting of the legislative body of the Town, at which time the newly elected Commissioners shall assume the duties of office. Thereafter the Town Commission shall meet at such times as may be prescribed by ordinance or resolution, except that it shall meet regularly not less than once each month for a regular voting meeting and once each month for a regular non-voting workshop, except **that the regular non-voting workshops in the months of July and August and the regular monthly voting meeting in the month of August may be cancelled by the Commission if cancelled at least thirty (30) days prior to the day on which the meeting would normally be conducted.**

Traditionally, the Town Commission has cancelled the July Workshop and August Meetings.

Staff Recommendation

Approve the cancellation of the July 2024 Workshop and the August 2024 Regular and Workshop Meetings.

End of Agenda Item